



TOWN OF COLMA  
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October 1, 2018

Mr. Bruce H. Wolfe  
Executive Officer  
San Francisco Bay Regional Water Quality Control Board  
1515 Clay Street, Suite 1400  
Oakland, CA 94612

Subject: Town of Colma  
FY 2017/18 Annual Report

Dear Mr. Wolfe:

This letter and Annual Report with attachments is submitted by the Town of Colma pursuant to Permit Provision C.17.a of the Municipal Regional Stormwater NPDES Permit (MRP), Order R2-2015-0049, NPDES Permit No CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board. The Annual Report provides documentation of compliance activities conducted during FY 2017/18 and related accomplishments.

Please contact me or my staff in the Engineering Department at 650-757-8888 regarding any questions or concerns.

Sincerely,

Brad Donohue  
Director of Public Works

cc: File

**Town of Colma**  
**FY 2017/18 ANNUAL REPORT**

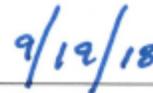
**Certification Statement**

"I certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted, is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

**Signature of Duly Authorized Representative:**



Brad Donohue, Director of Public Works



Date

**Table of Contents**

<b>Section</b>	<b>Page</b>
Section 1 – Permittee Information.....	1-1
Section 2 – Provision C.2 Municipal Operations .....	2-1
Section 3 – Provision C.3 New Development and Redevelopment .....	3-1
Section 4 – Provision C.4 Industrial and Commercial Site Controls .....	4-1
Section 5 – Provision C.5 Illicit Discharge Detection and Elimination .....	5-1
Section 6 – Provision C.6 Construction Site Controls.....	6-1
Section 7 – Provision C.7 Public Information and Outreach .....	7-1
Section 9 – Provision C.9 Pesticides Toxicity Controls .....	9-1
Section 10 – Provision C.10 Trash Load Reduction.....	10-1
Section 11 – Provision C.11 Mercury Controls .....	11-1
Section 12 – Provision C.12 PCBs Controls .....	12-1
Section 13 – Provision C.13 Copper Controls.....	13-1
Section 15 – Provision C.15 Exempted and Conditionally Exempted Discharges .....	15-1

Section 1 – Permittee Information

Background Information					
<b>Permittee Name:</b>	Town of Colma				
<b>Population:</b>	1,514 (July 1, 2017 Census)				
<b>NPDES Permit No.:</b>	CAS612008				
<b>Order Number:</b>	R2-2015-0049				
<b>Reporting Time Period (month/year):</b>	July 2017 through June 2018				
<b>Name of the Responsible Authority:</b>	Brad Donohue			<b>Title:</b>	Director of Public Works
<b>Mailing Address:</b>	1188 El Camino Real				
<b>City:</b>	Colma	<b>Zip Code:</b>	94014	<b>County:</b>	San Mateo
<b>Telephone Number:</b>	650-757-8888		<b>Fax Number:</b>	650-757-8890	
<b>E-mail Address:</b>	<a href="mailto:Brad.donohue@colma.ca.gov">Brad.donohue@colma.ca.gov</a>				
<b>Name of the Designated Stormwater Management Program Contact (if different from above):</b>	Katherine Sheehan Muneer Ahmed			<b>Title:</b>	Sr. Engineer Associate Engineer
<b>Department:</b>	Engineering				
<b>Mailing Address:</b>	1188 El Camino Real				
<b>City:</b>	Colma	<b>Zip Code:</b>	94014	<b>County:</b>	San Mateo
<b>Telephone Number:</b>	650-757-8888		<b>Fax Number:</b>	650-757-8890	
<b>E-mail Address:</b>	<a href="mailto:katherines@csgengr.com">katherines@csgengr.com</a> <a href="mailto:muneer.ahmed@colma.ca.gov">muneer.ahmed@colma.ca.gov</a>				

## Section 2 - Provision C.2 Reporting Municipal Operations

### Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

Municipal Operation Activities for the reporting year include:

- Participation in the SMCWPPP Public Works Municipal Maintenance Subcommittee;
- Corporation Yard BMP Maintenance and Inspections;
- Street Sweeping and Storm Drainage (SD) Facilities cleaning;
- Screening of Town's SD System for illicit discharges;
- Inspection and Maintenance of Installed Trash Capture Devices;
- Trash Hot Spot Cleanup;
- Inspection and replacement of storm drain inlet markers (No dumping flows to bay), as needed.

The Town conducts regular street sweeping, storm drain inlet cleaning, and trash capture device maintenance and keeps a record of the number of miles swept, inlets cleaned, trash capture devices maintained, and cubic yards of trash and debris collected at each sweeping.

The Town amended its parking code restricting on-street parking during scheduled street sweeping activities. This will enhance Town's maintenance staffs' process to remove trash and debris from the Town's roadways and SD system.

Refer to the C.2 Municipal Operations section of the SMCWPPP FY 17-18 Annual Report for a description of activities implemented at the countywide and/or regional level.

**C.2.a. ► Street and Road Repair and Maintenance**

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

<b>Y</b>	Control of debris and waste materials during road and parking lot installation, repaving or repair maintenance activities from polluting stormwater
<b>Y</b>	Control of concrete slurry and wastewater, asphalt, pavement cutting, and other street and road maintenance materials and wastewater from discharging to storm drains from work sites.
<b>Y</b>	Sweeping and/or vacuuming and other dry methods to remove debris, concrete, or sediment residues from work sites upon completion of work.

Comments: NA

**C.2.b. ► Sidewalk/Plaza Maintenance and Pavement Washing**

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

<b>Y</b>	Control of wash water from pavement washing, mobile cleaning, pressure wash operations at parking lots, garages, trash areas, gas station fueling areas, and sidewalk and plaza cleaning activities from polluting stormwater
<b>Y</b>	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs

Comments: NA

**C.2.c. ► Bridge and Structure Maintenance and Graffiti Removal**

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

<b>Y</b>	Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
<b>Y</b>	Control of discharges from graffiti removal activities
<b>NA</b>	Proper disposal for wastes generated from bridge and structure maintenance and graffiti removal activities
<b>Y</b>	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal
<b>Y</b>	Employee training on proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.
<b>Y</b>	Contract specifications requiring proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.

Comments: There are no bridges within the Town of Colma. Graffiti is painted over and not removed by power washing, so there is no associated waste generated. Graffiti abatement is done by municipal staff and not through contractors. BASMAA's Mobile Surface Cleaner Program BMP's are used.

C.2.e. ► Rural Public Works Construction and Maintenance			
Does your municipality own/maintain rural <sup>1</sup> roads:		<input type="checkbox"/>	<input checked="" type="checkbox"/>
		Yes	No
If your answer is <b>No</b> then skip to <b>C.2.f.</b>			
Place a <b>Y</b> in the boxes next to activities where applicable BMPs were implemented. If not applicable, type <b>NA</b> in the box and provide an explanation in the comments section below. Place an <b>N</b> in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.			
<b>NA</b>	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas		
<b>NA</b>	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources		
<b>NA</b>	No impact to creek functions including migratory fish passage during construction of roads and culverts		
<b>NA</b>	Inspection of rural roads for structural integrity and prevention of impact on water quality		
<b>NA</b>	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion		
<b>NA</b>	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate		
<b>NA</b>	Inclusion of measures to reduce erosion, provide fish passage, and maintain natural stream geomorphology when replacing culverts or design of new culverts or bridge crossings		
Comments including listing increased maintenance in priority areas: NA			

<sup>1</sup>Rural means any watershed or portion thereof that is developed with large lot home-sites, such as one acre or larger, or with primarily agricultural, grazing or open space uses.

**C.2.f. ► Corporation Yard BMP Implementation**

Place an **X** in the boxes below that apply to your corporation yard(s):

<input type="checkbox"/>	We do not have a corporation yard
<input type="checkbox"/>	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit
<input checked="" type="checkbox"/>	We have a <b>Stormwater Pollution Prevention Plan (SWPPP)</b> for the Corporation Yard(s)

Place an **X** in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:

<input checked="" type="checkbox"/>	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment
<input checked="" type="checkbox"/>	Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system
<input checked="" type="checkbox"/>	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method
<input checked="" type="checkbox"/>	Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used
<input checked="" type="checkbox"/>	Cover and/or berm outdoor storage areas containing waste pollutants

Comments: NA

If you have a corporation yard(s) that is not an NOI facility, complete the following table for inspection results for your corporation yard(s) or attach a summary including the following information:

<b>Corporation Yard Name</b>	<b>Corp Yard Activities w/ site-specific SWPPP BMPs</b>	<b>Inspection Date<sup>2</sup></b>	<b>Inspection Findings/Results</b>	<b>Date and Description of Follow-up and/or Corrective Actions</b>
Town of Colma Corporation Yard (601 F Street)	General housekeeping	September 13, 2017 June 12, 2018	In compliance. In compliance.	No action required. No action required.
Town of Colma Corporation Yard (601 F Street)	Vehicle and Equipment Washing	September 13, 2017 June 12, 2018	In compliance. In compliance	No action required. No action required.
Town of Colma Corporation Yard (601 F Street)	Vehicle and Equipment Maintenance & Repair	September 13, 2017 June 12, 2018	In compliance. In compliance	No action required. No action required.
Town of Colma Corporation Yard (601 F Street)	Municipal Vehicle, Heavy Equipment, and Employee Parking	September 13, 2017 June 12, 2018	In compliance. In compliance.	No action required. No action required.
Town of Colma Corporation Yard (601 F Street)	Waste and Recycling Storage	September 13, 2017 June 12, 2018	In compliance. In compliance.	No action required. No action required.

<sup>2</sup> Minimum inspection frequency is once a year during September.

**FY 2017 - 2018 Annual Report**  
**Permittee Name: Town of Colma**

**Permittee Information**

Town of Colma Corporation Yard (601 F Street)	Outdoor Material Storage	September 13, 2017  June 12, 2018	In compliance.  In compliance.	No action required.  No action required.
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**Section 3 - Provision C.3 Reporting New Development and Redevelopment**

**C.3.b.iv.(2) ► Regulated Projects Reporting**

Fill in attached table **C.3.b.iv.(2)** or attach your own table including the same information.  
 Table C.3.b.iv.(2) has been filled in.

**C.3.e.iv. ► Alternative or In-Lieu Compliance with Provision C.3.c.**

Is your agency choosing to require 100% LID treatment onsite for all Regulated Projects and not allow alternative compliance under Provision C.3.e.?	<input type="checkbox"/>	<b>Yes</b>	<input checked="" type="checkbox"/>	<b>No</b>
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Comments (optional): The Town has not received any projects requesting alternative or in-lieu compliance. The Town may decide to allow alternative compliance in the future on a case-by-case basis and after making a determination of whether alternative compliance is available/feasible.

**C.3.e.v. ► Special Projects Reporting**

1. In FY 2017-18, has your agency received, but not yet granted final discretionary approval of, a development permit application for a project that has been identified as a potential Special Project based on criteria listed in MRP Provision C.3.e.ii.(2) for any of the three categories of Special Projects (Categories A, B or C)?	<input type="checkbox"/>	<b>Yes</b>	<input checked="" type="checkbox"/>	<b>No</b>
2. In FY 2017-18, has your agency granted final discretionary approval to a Special Project? If yes, include the project in both the <b>C.3.b.iv.(2)</b> Table, and the <b>C.3.e.v.</b> Table.	<input type="checkbox"/>	<b>Yes</b>	<input checked="" type="checkbox"/>	<b>No</b>

If you answered "Yes" to either question,  
 1) Complete Table C.3.e.v.  
 2) Attach narrative discussion of 100% LID Feasibility or Infeasibility for each project.  
 NA – The Town of Colma has not received any permit applications for a project that has been identified as a potential Special Project.

**C.3.h.v.(2) ► Reporting Newly Installed Stormwater Treatment Systems and HM Controls (Optional)**

On an annual basis, before the wet season, provide a list of newly installed (installed within the reporting year) stormwater treatment systems and HM controls to the local mosquito and vector control agency and the Water Board. The list shall include the facility locations and a description of the stormwater treatment measures and HM controls installed.

See attached Table C.3.h.v.(2) for list of newly installed Stormwater Treatment Systems/HM Controls.

**C.3.h.v.(3)(a)–(c) and (f) ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting**

<b>Site Inspections Data</b>	<b>Number/Percentage</b>
Total number of Regulated Projects (including offsite projects, and Regional Projects) in your agency's database or tabular format at the end of the previous fiscal year (FY16-17)	6
Total number of Regulated Projects (including offsite projects, and Regional Projects) in your agency's database or tabular format at the end of the reporting period (FY 17-18)	10
Total number of Regulated Projects (including offsite projects, and Regional Projects) for which O&M verification inspections were conducted during the reporting period (FY 17-18)	3
Percentage of the total number of Regulated Projects (including offsite projects, and Regional Projects) inspected during the reporting period (FY 17-18)	50% <sup>3</sup>

<sup>3</sup> Based on the number of Regulated Projects in the database or tabular format at the end of the previous fiscal year (FY 16-17), per MRP Provision C.3.h.ii.(6)(b).

**C.3.h.v.(3)(d)-(e) ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting**

Provide a discussion of the inspection findings for the year and any common problems encountered with various types of treatment systems and/or HM controls. This discussion should include a general comparison to the inspection findings from the previous year.

Summary: Town staff conducted O & M inspections of 7 properties where storm water treatment systems were installed. 4 of these inspections were at facilities where stormwater treatment systems were newly installed. Town staff also required and received a 3<sup>rd</sup> party inspection report for a vault-based treatment system installed at one property. Conducting regular and more frequent inspections than what's required by the permit allows staff to ensure that property managers are aware of this annual obligation.

Provide a discussion of the effectiveness of the O&M Program and any proposed changes to improve the O&M Program (e.g., changes in prioritization plan or frequency of O&M inspections, other changes to improve effectiveness program).

Summary: The O&M program is highly effective in identifying issues with installed stormwater treatment facilities, and ensuring the systems retain their treatment effectiveness and do not become forgotten by the property owner. In addition, the program is effective in identifying design issues which can be avoided in future installations. Stormwater treatment systems are inspected during the course of installation to avoid installation and maintenance issues after completion of construction. Inspectors and development reviewers coordinate to build and share knowledge about C.3 systems.

**C.3.h.v.(4) ► Enforcement Response Plan**

Does your agency have an Enforcement Response Plan for all O&M inspections of stormwater treatment measures?	<input checked="" type="checkbox"/>	<b>Yes</b>	<input type="checkbox"/>	<b>No</b>
If No, explain: The Town revised its ERP in June 2018.				

**C.3.i. ► Required Site Design Measures for Small Projects and Detached Single Family Home Projects**

On an annual basis, discuss the implementation of the requirements of Provision C.3.i, including ordinance revisions, permit conditions, development of standard specifications and/or guidance materials, and staff training.

Summary: BASMAA prepared standard specifications in four fact sheets regarding the site design measures listed in Provision C.3.i, as a resource for Permittees. We have modified local ordinances/policies/procedures and forms/checklists to require all applicable projects approved after December 1, 2012 to implement at least one of the site design measures listed in Provision C.3.i.

**C.3.j.i.(5)(d) ► Green Infrastructure Outreach**

On an annual basis, provide a summary of your agency's outreach and education efforts pertaining to Green Infrastructure planning and implementation.

Summary: The Town of Colma outreach efforts were through the City Council meeting on May 10, 2017 when Resolution No. 2017-22 was passed to develop a green infrastructure plan.

Town Staff which included City Manager's Office, Engineering and Planning Department staff met to review, discuss, and update conceptual ideas to incorporate green infrastructure elements into the Mission Road Improvements Project. Funding was secured through CCAG's Safe Routes to School and Green Streets Infrastructure Pilot Program to construct pedestrian safety and green street improvements. Public Outreach, Formal Design and City Council Approval is scheduled in FY 2018/19.

Please refer to the SMCWPPP FY 17-18 Annual Report for a summary of outreach efforts implemented at the Countywide level.

**C.3.j.ii.(2) ► Early Implementation of Green Infrastructure Projects**

On an annual basis, submit a list of green infrastructure projects, public and private, that are already planned for implementation during the permit term and infrastructure projects planned for implementation during the permit term that have potential for green infrastructure measures. Include the following information:

- A summary of planning or implementation status for each public and private green infrastructure project that is not also a Regulated Project as defined in Provision C.3.b.ii. (see C.3.j.ii.(2) Table B - Planned Green Infrastructure Projects).
- A summary of how each public infrastructure project with green infrastructure potential will include green infrastructure measures to the maximum extent practicable during the permit term. For any public infrastructure project where implementation of green infrastructure measures is not practicable, submit a brief description of the project and the reasons green infrastructure measures were impracticable to implement (see C.3.j.ii.(2) Table A - Public Projects Reviewed for Green Infrastructure).

Background Information:

Describe how this provision is being implemented by your agency, including the process used by your agency to identify projects with potential for green infrastructure, if applicable.

The Town of Colma utilized the procedure outlined in the BASMAA "Guidance for Identifying Green Infrastructure Potential in Municipal Capital Improvement Program Projects" (May 6, 2016) to identify and review potential green infrastructure projects from the list of Capital Improvement Projects. Several projects were identified as having a potential for Green Infrastructure based on the preliminary screening, and feasibility will be reviewed in greater depth as the projects progress.

Summary of Planning or Implementation Status of Identified Projects:

See attached Tables C.3.j.ii.(2)-A and C.3.j.ii.(2)-B for the required information.

**C.3.j.iii.(2) ► Participate in Processes to Promote Green Infrastructure**

On an annual basis, report on the goals and outcomes during the reporting year of work undertaken to participate in processes to promote green infrastructure.

Please refer to SMCWPPP FY 17-18 Annual Report for a summary of efforts conducted to help regional, State, and federal agencies plan, design and fund incorporation of green infrastructure measures into local infrastructure projects, including transportation projects.

**C.3.j.iv.(2) ► Tracking and Reporting Progress**

On an annual basis, report progress on development and implementation of methods to track and report implementation of green infrastructure measures and provide reasonable assurance that wasteload allocations for TMDLs are being met.

Please refer to the SMCWPPP FY 17-18 Annual Report for a summary of methods being developed to track and report implementation of green infrastructure measures.

**C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 1) – Projects Approved During the Fiscal Year Reporting Period**

Project Name Project No.	Project Location <sup>4</sup> , Street Address	Name of Developer	Project Phase No. <sup>5</sup>	Project Type & Description <sup>6</sup>	Project Watershed <sup>7</sup>	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft <sup>2</sup> ) <sup>8</sup>	Total Replaced Impervious Surface Area (ft <sup>2</sup> ) <sup>9</sup>	Total Pre- Project Impervious Surface Area <sup>10</sup> (ft <sup>2</sup> )	Total Post- Project Impervious Surface Area <sup>11</sup> (ft <sup>2</sup> )
<b>Private Projects</b>											
Woodlawn Memorial Park Mausoleum Addition	1000 El Camino Real	Dignity/Service Corporation International/MCF Architects, Inc.	Phase 1	Commercial	Colma Creek	1.15	0.58	9,483 ***	0	13,374	22,857
Colma Medical Office Building	1955 El Camino Real	Market Street Developer	NA	Commercial	Colma Creek	1.09	1.09	31,057	0	50	31,107
<b>Public Projects</b>											
None	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	
Comments: *** A future Phase 2 will add approximately 4,500 sq ft of additional impervious rooftop surface											

<sup>4</sup>Include cross streets

<sup>5</sup>If a project is being constructed in phases, indicate the phase number and use a separate row entry for each phase. If not, enter "NA".

<sup>6</sup>Project Type is the type of development (i.e., new and/or redevelopment). Example descriptions of development are: 5-story office building, residential with 160 single-family homes with five 4-story buildings to contain 200 condominiums, 100 unit 2-story shopping mall, mixed use retail and residential development (apartments), industrial warehouse.

<sup>7</sup>State the watershed(s) in which the Regulated Project is located. Downstream watershed(s) may be included, but this is optional.

<sup>8</sup>All impervious surfaces added to any area of the site that was previously existing pervious surface.

<sup>9</sup>All impervious surfaces added to any area of the site that was previously existing impervious surface.

<sup>10</sup>For redevelopment projects, state the pre-project impervious surface area.

<sup>11</sup>For redevelopment projects, state the post-project impervious surface area.

**C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period**

Project Name Project No.	Application Deemed Complete Date <sup>12</sup>	Application Final Approval Date <sup>13</sup>	Source Control Measures <sup>14</sup>	Site Design Measures <sup>15</sup>	Treatment Systems Approved <sup>16</sup>	Type of Operation & Maintenance Responsibility Mechanism <sup>17</sup>	Hydraulic Sizing Criteria <sup>18</sup>	Alternative Compliance Measures <sup>19/20</sup>	Alternative Certification <sup>21</sup>	HM Controls <sup>22/23</sup>
<b>Private Projects</b>										
Woodlawn Memorial Park Mausoleum Addition	March 20, 2018	March 20, 2018	No Dumping! Flows to Bay Inlet Decals	Runoff from roof area, sidewalks, walkways, patios, driveways and/or uncovered parking lots onto vegetated area	Infiltration trench and Flow-through planter	O & M agreement with Property owner	2.c	NA	NA	NA
Colma Medical	April 22, 2018	May 23, 2018	No	Runoff from	Bioretention area	O & M agreement	2.c	NA	NA	NA

<sup>12</sup>For private projects, state project application deemed complete date. If the project did not go through discretionary review, report the building permit issuance date.

<sup>13</sup>For private projects, state project application final discretionary approval date. If the project did not go through discretionary review, report the building permit issuance date.

<sup>14</sup>List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

<sup>15</sup>List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

<sup>16</sup>List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

<sup>17</sup>List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners' association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

<sup>18</sup>See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

<sup>19</sup>For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

<sup>20</sup>For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

<sup>21</sup>Note whether a third party was used to certify the project design complies with Provision C.3.d.

<sup>22</sup>If HM control is not required, state why not.

<sup>23</sup>If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

**C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period**

Project Name Project No.	Application Deemed Complete Date <sup>12</sup>	Application Final Approval Date <sup>13</sup>	Source Control Measures <sup>14</sup>	Site Design Measures <sup>15</sup>	Treatment Systems Approved <sup>16</sup>	Type of Operation & Maintenance Responsibility Mechanism <sup>17</sup>	Hydraulic Sizing Criteria <sup>18</sup>	Alternative Compliance Measures <sup>19/20</sup>	Alternative Certification <sup>21</sup>	HM Controls <sup>22/23</sup>
Office Building			Dumping! Flows to Bay Inlet Decals; and Roofed, enclosed dumpster plumber to sewer.	roof area, sidewalks, walkways, patios, driveways and/or uncovered parking lots onto vegetated area		with Property owner and Lessee				
<b>Private Projects - NA</b>										

**C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 2) –  
 Projects Approved During the Fiscal Year Reporting Period  
 (public projects)**

Project Name	Approval Date <sup>24</sup>	Date Construction Scheduled to Begin	Source Control Measures <sup>25</sup>	Site Design Measures <sup>26</sup>	Treatment Systems Approved <sup>27</sup>	Operation & Maintenance Responsibility Mechanism <sup>28</sup>	Hydraulic Sizing Criteria <sup>29</sup>	Alternative Compliance Measures <sup>30/31</sup>	Alternative Certification <sup>32</sup>	HM Controls <sup>33/34</sup>
<b>Public Projects</b>										
None	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Comments: <b>Public Projects – NA</b>										

<sup>24</sup>For public projects, enter the plans and specifications approval date.

<sup>25</sup>List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

<sup>26</sup>List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

<sup>27</sup>List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

<sup>28</sup>List the legal mechanism(s) (e.g., maintenance plan for O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

<sup>29</sup>See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

<sup>30</sup>For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

<sup>31</sup>For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

<sup>32</sup>Note whether a third party was used to certify the project design complies with Provision C.3.d.

<sup>33</sup>If HM control is not required, state why not.

<sup>34</sup>If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

**C.3.h.v.(2) ► Table of Newly Installed<sup>35</sup> Stormwater Treatment Systems and Hydromodification Management (HM) Controls (Optional)**

Fill in table below or attach your own table including the same information.

Name of Facility	Address of Facility	Party Responsible <sup>36</sup> For Maintenance	Type of Treatment/HM Control(s)
B Street Homes, Colma LLC	468 B Street, Town of Colma, CA	Property Owner	Bioretention Area
B Street Homes, Colma LLC	470 B Street, Town of Colma, CA	Property Owner	Bioretention Area
CarMax	401 Serramonte Boulevard	Property Owner and Lessee	Bioretention Area
Golden Hill Memorial Park	2019 Hillside Boulevard	Property Owner	Bioretention Area, Pervious Paving

<sup>35</sup> "Newly Installed" includes those facilities for which the final installation inspection was performed during this reporting year.

<sup>36</sup>State the responsible operator for installed stormwater treatment systems and HM controls.

C.3.e.v. ► Special Projects Reporting Table												
Reporting Period – July 1 2017 - June 30, 2018												
Project Name & No.	Permittee	Address	Application Submittal Date <sup>37</sup>	Status <sup>38</sup>	Description <sup>39</sup>	Site Total Acreage	Gross Density DU/Acre	Density FAR	Special Project Category <sup>40</sup>	LID Treatment Reduction Credit Available <sup>41</sup>	List of LID Stormwater Treatment Systems <sup>42</sup>	List of Non-LID Stormwater Treatment Systems <sup>43</sup>
Name of the Special Project and Project No. (if applicable)	Name of the Permittee in whose jurisdiction the Special Project	Address of the Special Project; if no street address, state the	See footnote	See footnote	See footnote	Total site area in acres	Number of dwelling units per acre.	Floor Area Ratio	Category A: Category B: Category C:	Category A: Category B: Category C:	Indicate each type of LID treatment system and % of total runoff	Indicate each type of non-LID treatment system and % of total runoff treated.

<sup>37</sup>Date that a planning application for the Special Project was submitted.

<sup>38</sup> Indicate whether final discretionary approval is still pending or has been granted, and provide the date or version of the project plans upon which reporting is based.

<sup>39</sup>Type of project (commercial, mixed-use, residential), number of floors, number of units, type of parking, and other relevant information.

<sup>40</sup> For each applicable Special Project Category, list the specific criteria applied to determine applicability. For each non-applicable Special Project Category, indicate n/a.

<sup>41</sup>For each applicable Special Project Category, state the maximum total LID Treatment Reduction Credit available. For Category C Special Projects also list the individual Location, Density, and Minimized Surface Parking Credits available.

<sup>42</sup>: List all LID stormwater treatment systems proposed. For each type, indicate the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project’s drainage area.

<sup>43</sup>List all non-LID stormwater treatment systems proposed. For each type of non-LID treatment system, indicate: (1) the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project’s drainage area, and (2) whether the treatment system either meets minimum design criteria published by a government agency or received certification issued by a government agency, and reference the applicable criteria or certification.

	will be built	cross streets							Location: Density: Parking:  See footnote	Location: Density: Parking:  See footnote	treated.  See footnote	Indicate whether minimum design criteria met or certification received  See footnote
None	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Special Projects Narrative: NA

**C.3.j.ii.(2) ► Table A - Public Projects Reviewed for Green Infrastructure**

Project Name and Location <sup>44</sup>	Project Description	Status <sup>45</sup>	GI Included? <sup>46</sup>	Description of GI Measures Considered and/or Proposed or Why GI is Impracticable to Implement <sup>47</sup>
Hillside Blvd Roadway Improvements phase II & III	Roadway rehabilitation, sidewalk, safety and drainage improvements along with landscaping additions and enhancements.	Project will proceed if outside funding becomes available	TBD	Phase 1 of this project constructed in 2015 included green infrastructure features (bioretention areas/rain gardens). GI potential for Phase II and III will be evaluated as part of the project design.
Corporation Yard Improvements	Change rollup doors, HVAC system upgrades, construct car wash	Facility Upgrades have been postponed to future years	TBD	FY 16-17 to 17-18: only funded for upgrading doors. May have GI potential if site improvements/car wash are constructed in future years
ECR – Mission Road Signalization	ECR-Mission Rd Signalization	Project will proceed if outside funding becomes available	TBD	There may be some GI opportunities in some of the hardscape areas that would harbor the signal pole standards.
Serramonte Blvd / Collins Ave Master Plan	A combined project studying Serramonte Blvd. and Collins Ave to improve upon vehicle, pedestrian, bicycle safety, incorporate sustainable features in landscaping, water usage	Selected a consultant through the RFP process, will start negotiating agreement and City council approval	TBD	Incorporation / Feasibility of GI features will be evaluated in the study

<sup>44</sup> List each public project that is going through your agency's process for identifying projects with green infrastructure potential.

<sup>45</sup> Indicate status of project, such as: beginning design, under design (or X% design), projected completion date, completed final design date, etc.

<sup>46</sup> Enter "Yes" if project will include GI measures, "No" if GI measures are impracticable to implement, or "TBD" if this has not yet been determined.

<sup>47</sup> Provide a summary of how each public infrastructure project with green infrastructure potential will include green infrastructure measures to the maximum extent practicable during the permit term. If review of the project indicates that implementation of green infrastructure measures is not practicable, provide the reasons why green infrastructure measures are impracticable to implement.

	and energy and a detailed economic analysis of these commercial corridors.			
Utility Underground – ECR, SSF to F St	Underground existing overhead utilities	Completed	No	NA
Colma Creek Channel repairs	Repair broken-damaged concrete walls and base	This is mainly a maintenance project	No	NA
Townwide Irrigation System Enhancements	Install water efficient irrigation system	Project is completed	No	NA
Lawndale Blvd Landscape Improvements	Change landscaping to drought and water efficient, install efficient irrigation system	Removed from CIP, will be reevaluated in future years.	No	NA
ECR Median Landscape Enhancements	Change landscaping to drought and water efficient, install efficient irrigation system	Removed from CIP, will be reevaluated in future years.	No	NA
Recreational Center Playground Equipment Upgrade	Upgrade playground equipment Design is programmed for the later part of 2017 into 2018	Design is programmed for the later part of 2017 into 2018	TBD	Staff will review opportunities for GI enhancements if available
SS Collection System Masterplan	Flow monitoring and capacity assessment of Townwide SS collection system	No potential	No	NA
RIMS	Colma PD dispatch system upgrade	Project is completed	No	NA

Telephone System Upgrade	Town wide Telephone System Upgrade	Project is completed	No	NA
Access Control at town Facilities	Access Control system upgrade for Town Facilities	Incorporating technology into day to day facility operations	No	NA
Recreational Department Software Upgrade	Software upgrade for rec programs	Project is completed	No	NA
GIS System	Establish and update GIS System	Project is nearing completion	No	NA
Town's IT Infrastructure Upgrades	IT/computer system upgrades	Project is completed	No	NA
General Plan Updates	Update to General Plan elements	Still continuing on the various elements to the Plan and their updates	No	The Plan will speak frankly about the Town's effort and desire to have both Public and Private projects incorporate GI Measures
ADA Transition Plan Upgrades	Upgrade accessible hardscape and programmatic features identified in Town's ADA Transition Plan	Project is completed	No	NA
Police Facility Painting	Maintenance Project	Project is completed	No	NA
Fleet Replacements	Purchase police vehicles, street sweeper	Each year the CIP funds a portion of the Town's fleet for replacement.	TBD	2016-17, the CIP funded the replacement of the Town's street sweeper, the upgrade has now enhanced the staff's ability to be more efficient in their ability to keep the roadways and gutters debris free.

**C.3.j.ii.(2) ► Table B - Planned and/or Completed Green Infrastructure Projects**

Project Name and Location <sup>48</sup>	Project Description	Planning or Implementation Status	Green Infrastructure Measures Included
Hillside Blvd Roadway Improvements (Phase 1)	Roadway rehabilitation, sidewalk improvements and beautification	Completed	This project was completed in 2015 and included green infrastructure features (bioretention/rain gardens areas).
Mission Road Improvements	Conceptual Study for roadway rehabilitation, sidewalk improvements, and beautification	Funding was secured in FY 17-18. Source of funding is OBAG2 and SR2S for GI construction.	Bioretention area will be constructed as part of GI.

<sup>48</sup> List each planned (and expected to be funded) public and private green infrastructure project that is not also a Regulated Project as defined in Provision C.3.b.ii. Note that funding for green infrastructure components may be anticipated but is not guaranteed to be available or sufficient.

**Section 4 – Provision C.4 Industrial and Commercial Site Controls**

**Program Highlights and Evaluation**  
**Highlight/summarize activities for reporting year:**

Summary: Activities for the reporting year are listed as below:

- Updated the City's business stormwater inspection list in February 2018, using the City's business license list;
- Updated the City's Business Inspection Plan (BIP) and Enforcement Response Plan (ERP), using templates provided by SMCWPPP;
- Attended the SMCWPPP CII Workshop which was held on February 28, 2018;
- Colma staff participates regularly in the SMCWPPP Subcommittee.

The Town had an agreement with the County Environmental Health Department (SMCEH) to perform business stormwater inspections for Food and Hazmat facilities by the end of December, 2017. This agreement expired on December 31, 2017. Town staff conducted inspections and follow-up inspections at businesses, including businesses those were not inspected by the SMCEH by December 31, 2017.

Refer to the C.4. Industrial and Commercial Site Controls section of the SMCWPPP FY 17-18 Annual Report for a description of activities of the countywide activities.

**C.4.b.iii ► Potential Facilities List (i.e., List of All Facilities Requiring Stormwater Inspections)**

List below or attach your list of industrial and commercial facilities in your Inspection Plan to inspect that could reasonably be considered to cause or contribute to pollution of stormwater runoff.

Potential Facilities List is as listed below:

Potential Facilities List

NO.	STREET NUMBER	STREET NAME	NAME
1	205	COLLINS	Peninsula Reflections
2	245	COLLINS	PRECISION AUTO DETAILING
3	245	COLLINS	Enterprise Rent A Car of San Francisco
4	248	COLLINS	Standard Plumbing Supply
5	480	COLLINS	A-1 RHINO LININGS
6	500	COLLINS	SERRAMONTE FORD BODY SHOP
7	530	COLLINS	SERRAMONTE FORD FLEET SERVICE
8	1000	COLLINS	CHRISTY VAULT CO
9	1500	COLLINS	Hyundai of Serramonte
10	1500A	COLLINS	Nissan of Serramonte
11	2	COLMA	SOUTHWEST CONCESSIONS KB
12	2	COLMA	THE HOME DEPOT #639
13	11	COLMA	HONEY BAKED HAM
14	17	COLMA	GENERAL NUTRITION CENTERS
15	45	COLMA	MANILA EATERY
16	91	COLMA	KELLY DELI PRO
17	91	COLMA	THE HOME DEPOT #6655
18	111	COLMA	BURGER KING #5500
19	1000	EL CAMINO REAL	WOODLAWN MEMORIAL PARK
20	1030	EL CAMINO REAL	Flowerland Florist
21	1051	EL CAMINO REAL	ETERNAL HOME CEMETERY
22	1100	EL CAMINO REAL	GREENLAWN MEMORIAL PARK
23	1148	EL CAMINO REAL	MEMORIAL PARK, GREEK ORTHODOX
24	1299	EL CAMINO REAL	HOME OF PEACE CEMETERY
25	1370	EL CAMINO REAL	Cypress Lawn Cemetery
26	7743	EL CAMINO REAL	SWEET DREAMS
27	601	F	TOWN OF COLMA CORP YARD

28	1300	HILLSIDE	Japanese Benevolent Society of CA
29	1450	HILLSIDE	Olivet Flower Shop
30	1601	HILLSIDE	OLIVET MEMORIAL PARK
31	1700	HILLSIDE	LUCKY CHANCES CASINO
32	1801	HILLSIDE	Serbian Cemetery/First Serbian Benevolent
33	1900	HILLSIDE	ACME Memorial
34	1905	HILLSIDE	Pet's Rest Inc.
35	2001	HILLSIDE	CYPRESS GOLF COURSE
36	2005	HILLSIDE	Juan M. Haro
37	2005	HILLSIDE	Golden Hill Monument
38	2099	HILLSIDE	Golden Hill Memorial Park Inc.
39	2101	HILLSIDE	Hoy Sun Memorial Cemetery Inc.
40	2103	HILLSIDE	West Flowers
41	2103	HILLSIDE	Cass Hauling
42	2499	HILLSIDE	Rodriguez Fresh Farm
43	2499	HILLSIDE	Madrigal Nursery
44	2551	HILLSIDE	Segate & Cerini Inc.
45	3601	JUNIPERO SERRA	Extra Space Storage
46	4915	JUNIPERO SERRA	BEVERAGES & MORE
47	4927	JUNIPERO SERRA	CALIFORNIA FRESH
48	4931	JUNIPERO SERRA	MOMIJI JAPANESE RESTAURANT
49	4935	JUNIPERO SERRA	ROUND TABLE PIZZA
50	5001	Junipero Serra	TARGET T0320
51	5025	JUNIPERRO SERRA	SIZZLER
52	1500	MISSION	HOLY CROSS CEMETERY
53	1635	MISSION	Landscape Co
54	1681	MISSION	ROYAL AUTO BODY SHOP
55	1687	MISSION	IMAGE AUTO BODY
56	1690	MISSION	BACAS MACHINE SHOP
57	1711	MISSION	JOHNS AUTOMOTIVE
58	1715	MISSION	DITOS MOTORS

59	1733	MISSION	GENUINE AUTO CARE
60	1770	MISSION	CYPRESS LAWN CEMETERY
61	1	SAND HILL	HILLSIDE LANDFILL
62	401	SERRAMONTE	CarMax, Inc.
63	475	SERRAMONTE	SERRAMONTE ACURA
64	485	SERRAMONTE	SERRAMONTE HONDA
65	485	SERRAMONTE	West Coast All-Pro Conditioning
66	650	SERRAMONTE	SERRAMONTE NISSAN
67	700	SERRAMONTE	LEXUS OF SERRAMONTE
68	707	SERRAMONTE	SERRAMONTE SUBARU
69	711	SERRAMONTE	SERRAMONTE VOLKSWAGEN
70	735	SERRAMONTE	DOLLAR STORES, INC
71	780	SERRAMONTE	STEWART CHEVROLET CO
72	800	SERRAMONTE	STEWART CHRYSLER JEEP DODGE RAM
73	970	SERRAMONTE	ONO HAWAIIAN BBQ
74	990	SERRAMONTE	CHIPOTLE MEXICAN GRILL #1187
75	990	SERRAMONTE	POKE BOWL
76	990	SERRAMONTE	POPEYES LOUISIANA KITCHEN
77	990	SERRAMONTE	STARBUCKS COFFEE
78	999	SERRAMONTE	SERRAMONTE FORD

**C.4.d.iii.(2)(a) & (c) ► Facility Inspections**

Fill out the following table or attach a summary of the following information. Indicate your reporting methodology below.

<input checked="" type="checkbox"/>	Permittee reports multiple discrete potential and actual discharges as one enforcement action.
<input type="checkbox"/>	Permittee reports the total number of discrete potential and actual discharges on each site.
	<b>Number</b>
Total number of inspections conducted (C.4.d.iii.(2)(a))	41
Violations Enforcement actions or discreet number of potential and actual discharges resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner (C.4.d.iii.(2)(c))	17
Comments: CEH contract expired on December 31, 2017. Five inspections were conducted by the CEH staff between July 2017 through December 2017. Starting January 1, 2018, Colma inspectors inspected facilities as required by the permit. From these, five inspections were done by the CEH.	

**C.4.d.iii.(2)(b) ► Frequency and Type of Enforcement Conducted**

Fill out the following table or attach a summary of the following information.

	Enforcement Action (as listed in ERP) <sup>49</sup>	Number of Enforcement Actions Taken
Level 1	Verbal Warning	16
Level 2	Warning Notice or Administrative Action	1
Level 3	Administrative Action with Penalty and/or Cost Recovery	0
Level 4	Legal Action / Referral	0
<b>Total</b>		17

<sup>49</sup>Agencies to list specific enforcement actions as defined in their ERPs.

**C.4.d.iii.(2)(d) ► Frequency of Potential and Actual Non-stormwater Discharges by Business Category.**

Fill out the following table or attach a summary of the following information.

Business Category <sup>50</sup>	Number of Actual Discharges	Number of Potential Discharges
Hazardous Materials	0	0
Food	0	3
Building Material	0	1
Automotive	0	5
General/Miscellaneous	0	6
Flower shop/Nursery	0	1
Commercial/Services	0	1

**C.4.d.iii.(2)(e) ► Non-Filers**

List below or attach a list of the facilities required to have coverage under the Industrial General Permit but have not filed for coverage:  
 None of the sites require coverage under the Industrial General Permit.

<sup>50</sup>List your Program's standard business categories.

<b>C.4.e.iii. ► Staff Training Summary</b>						
<b>Training Name</b>	<b>Training Dates</b>	<b>Topics Covered</b>	<b>No. of Industrial/ Commercial Site Inspectors in Attendance</b>	<b>Percent of Industrial/ Commercial Site Inspectors in Attendance</b>	<b>No. of IDDE Inspectors in Attendance</b>	<b>Percent of IDDE Inspectors in Attendance</b>
In house training - C.4 Inspection Training	10/24/2017	Permit requirements for C.4 inspections, how to inspect facilities	1	50%	0	0%
In house training - C.4 Inspection Program	2/23/2018	Permit requirements for C.4 inspections, how to inspect facilities	3	100%	0	0%
SMCWPPP CII Commercial / Industrial Stormwater Inspector Workshop-	2/28/2018	Covered topics included Facility Stormwater Inspection Basics, Case Studies for Shared Trash Enclosure, Auto Repair Shop, Large Retail Facility, and C.4 Inspection; C.5 Inspection or Mobil Businesses	2	100%	1	100%
Comments: The SMCWPPP CII Workshop was held on February 28, 2018. The Workshop agenda and attendance list are also available on the SMCWPPP website ( <a href="http://www.flowstobay.org/trainings">www.flowstobay.org/trainings</a> ).						

**Section 5 – Provision C.5 Illicit Discharge Detection and Elimination**

**Program Highlights and Evaluation**  
**Highlight/summarize activities for reporting year:**

Provide background information, highlights, trends, etc.

Summary: Activities conducted in the reporting year are as below:

- Implementation of the Town's SD collection system screening program
- Participation in the Commercial, Industrial and Illicit Discharge (CII) Subcommittee
- Storm water inspections at commercial facilities to detect and eliminate potential illicit discharges.

When the City receives a report of illicit discharge or notices an illicit discharge during routine catch basin inspections, City staff immediately reports to the site and traces the illicit discharge back to its source. A SMCWPPP "Illicit Discharge Source Identification Form" is filled out for the illicit discharge, the City meets with the property owner and issues enforcement actions and provides cleanup suggestions and information, as needed. After the issue is identified and logged, the City performs a follow-up inspection to confirm that the issue has been resolved.

Refer to the C.5 Illicit Discharge Detection and Elimination section of SMCWPPP FY 17-18 Annual Report for description of activities at the countywide or regional level and training attended by the Town's staff.

The Town also updated its ERP in FY 17-18 to reflect CEH contract expiration.

**C.5.c.iii. ► Complaint and Spill Response Phone Number**

Summary of any changes made during FY 17-18: No changes. Below information is same as last year.

- Louis Gotelli, Public Works Maintenance Supervisor (Main contact) Phone Number: 650-757-8888
- Colma Police Department Dispatch (Non-Emergency Phone Number) (For after work hours, weekends, and holidays) Ph: 650-997-8321

**C.5.d.iii.(1), (2), (3) ► Spill and Discharge Complaint Tracking**

Spill and Discharge Complaint Tracking (fill out the following table or include an attachment of the following information)

	Number
Discharges reported (C.5.d.iii.(1))	0

Discharges reaching storm drains and/or receiving waters (C.5.d.iii.(2))	0
Discharges resolved in a timely manner (C.5.d.iii.(3))	NA
Comments: No spills or discharges were reported in FY 17-18.	

Section 6 – Provision C.6 Construction Site Controls

<b>C.6.e.iii.(3)(a), (b), (c), (d) ► Site/Inspection Totals</b>			
<b>Number of active Hillside Sites (sites disturbing &lt; 1 acre of soil requiring storm water runoff quality inspection) (C.6.e.iii.(3)(a))</b>	<b>Number of High Priority Sites (sites disturbing &lt; 1 acre of soil requiring storm water runoff quality inspection) (C.6.e.iii.(3)(c))</b>	<b>Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.(3)(b))</b>	<b>Total number of storm water runoff quality inspections conducted (include only Hillside Sites, High Priority Sites and sites disturbing 1 acre or more) (C.6.e.iii.(3)(d))</b>
0	1	3	15
<p>Comments: The data reported above is extracted from the Town completed Construction Inspection Tracking Table developed by SMCWPPP. Construction at one site was substantially completed at the beginning of the wet season, and construction at one project started mid-wet season.</p> <p>In addition to monthly inspections, periodic inspections are also conducted during inspections of other site improvements. Construction sites that do not fall in either high priority or &gt; 1-acre categories are also inspected. e.g. Small landscape and remodel projects, single-family dwellings which are not high priority sites and are less than 1 acre in size.</p> <p>One violation was recorded during this Fiscal Year and it was minor violation with verbal warning.</p>			

**C.6.e.iii.(3)(e) ▶ Construction Related Storm Water Enforcement Actions**

	<b>Enforcement Action</b> (as listed in ERP) <sup>51</sup>	<b>Number Enforcement Actions Issued</b>
Level 1 <sup>52</sup>	Verbal Warning	1
Level 2	Written Warning/Notice of Violation	0
Level 3	Notice to Comply (This was a STOP Work Order)	0
Level 4	Legal Action	0
<b>Total</b>		<b>1</b>

**C.6.e.iii.(3)(f) ▶ Illicit Discharges**

Number of illicit discharges, actual and those inferred through evidence at hillside sites, high priority sites and sites that disturb 1 acre or more of land (C.6.e.iii.(3)(f))	0
--	---

**C.6.e.iii.(3)(g) ▶ Corrective Actions**

Indicate your reporting methodology below.	
<input checked="" type="checkbox"/>	Permittee reports multiple discrete potential and actual discharges as one enforcement action.
<input type="checkbox"/>	Permittee reports the total number of discrete potential and actual discharges on each site.
	<b>Number</b>
<b>Enforcement actions or discrete potential and actual discharges fully corrected within 10 business days after violations are discovered</b> or otherwise considered corrected in a timely period (C.6.e.iii.(3)(g)).	1
<b>Total number of enforcement actions or discrete potential and actual discharges for the reporting year</b>	0
<b>Comments:</b> There was one verbal warning issued to repair inlet filters at Town Hall project and was resolved within 10 days.	

<sup>51</sup>Agencies should list the specific enforcement actions as defined in their ERPs.

<sup>52</sup>For example, Enforcement Level 1 may be Verbal Warning.

**C.6.e.iii.(4) ► Evaluation of Inspection Data**

Describe your evaluation of the tracking data and data summaries and provide information on the evaluation results (e.g., data trends, typical BMP performance issues, comparisons to previous years, etc.).

Description: In FY 17-18, there were 3 projects under construction during the wet season which were high priority or disturbed  $\geq 1$  acre of soil within the reporting period. In FY 16-17, there were three projects under construction during the wet season which were high priority or disturbed  $\geq 1$  acre of soil within the reporting period. In FY 15-16, there were no projects under construction during the wet season which were high priority or disturbed  $\geq 1$  acre of soil. In FY 14-15, two of the construction sites were stabilized during the wet season. In FY 13-14, issues had been found with sediment control and site management.

**C.6.e.iii.(4) ► Evaluation of Inspection Program Effectiveness**

Describe what appear to be your program’s strengths and weaknesses, and identify needed improvements, including education and outreach.

Description: Town staff from the Public Works, Planning, Building, Engineering, and Parks & Recreation Departments meet every month for a staff NPDES meeting to discuss stormwater related issues. These meetings help educate staff about various provisions, requirements, tasks, and timelines of the MRP, and help to identify and track project inspection requirements, follow-ups, and reports.

Town planning and engineering staff regularly participate in the SMCWPPP New Development Subcommittee meetings. Town revised its Enforcement Response Plan.

Refer to the C.6 Construction Site Control section of SMCWPPP FY 17-18 Annual Report) for a description of activities at the countywide or regional level.

**C.6.f.iii. ► Staff Training Summary**

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance
SMCWPPP Construction Stormwater Inspector Training	March 20, 2018 SWCWPPP	Implementing requirements of Provision C.6; Construction General Permit context; Differences between MRP and MRP 2.0; Caltrans Experience; Group Exercise.	3

The SMCWPPP Construction Stormwater Inspector Training was held on March 20, 2018. The agenda, presentations and attendance lists are available on the SMCWPPP website.

**Section 7 – Provision C.7. Public Information and Outreach**

**C.7.b.i.1 ► Outreach Campaign**

Summarize outreach campaign. Include details such as messages, creative developed, and outreach media used. The detailed outreach campaign report may be included as an attachment. If outreach campaign is being done by participation in a countywide or regional program, refer to the separate countywide or regional Annual Report.

Summary: See Section 7 and Section 9 of the SMCWPPP FY 17-18 Annual Report for a description of activities conducted at Countywide level. The Town also provides information via its website.

**C.7.c. ► Stormwater Pollution Prevention Education**

No Change.

**C.7.d. ► Public Outreach and Citizen Involvement Events**

Describe general approach to event selection. Provide a list of outreach materials and giveaways distributed.  
 Use the following table for reporting and evaluating public outreach events  
 See Section 7 of the SMCWPPP FY 17-18 Annual Report for a description of public outreach and citizen involvement events activities conducted at the countywide level.  
 Public Outreach materials from SMCWPPP including Household Hazardous Waste and Car Wash brochures are made available to the Public at the Town Hall. The Town's website was updated to  
 Events conducted locally are listed in the Table below:

Event Details	Description (messages, audience)	Evaluation of Effectiveness
Town wide Cleanup Day  May 19, 2018  Starting at Sterling Park Recreation Center, and visiting various locations in Colma	Volunteers along with Town staff walk all streets in Town picking up trash and recycling materials. The Town partnered with Allied Waste of Daly City, South San Francisco Scavengers and Saint Vincent de Paul setting up a collection station at the Town's Corporation Yard for residents to bring reusable and recyclable items as well as trash and e-waste for proper disposal. Participants receive three Town Clean Up giveaways and a BBQ lunch.	45 Volunteers and Town Staff participated in the event. In addition to trash pickup from the roadways, recyclables and other materials were collected at the Corp Yard for proper disposal.  Advertisement of this event thorough the Town's livewire, website, and message boards placed on key intersections in Town highlights the importance of proper trash and recyclables disposal and citizen involvement in keeping the Town clean.
Second Annual Bay Day, October 7, 2017	Bay Day is an official holiday dedicated to connecting Bay area communities with the beautiful and unique, ecological of San Francisco Bay to inspire communities to protect its natural, local resources thorough immersive, Bay-themed educational and recreational activities. Participants include	Refer to the C.7 Public Outreach and Citizen Involvement Event section of the SMCWPPP FY 17-18 Annual Report.

	<p>school age children and residents. The Town advertised and promoted this event by distributing brochures and flyers at all public facilities. Events were also advertised through the Town's newsletter and website on October 2, 2017.</p>	
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**C.7.e. ► Watershed Stewardship Collaborative Efforts**

Summarize watershed stewardship collaborative efforts and/or refer to a regional report that provides details. Describe the level of effort and support given (e.g., funding only, active participation etc.). State efforts undertaken and the results of these efforts. If this activity is done regionally refer to a regional report.

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary: See Section 7 of the SMCWPPP FY 17-18 Annual Report for a description of watershed stewardship collaborative efforts conducted at the countywide level.

**C.7.f. ► School-Age Children Outreach**

Summarize school-age children outreach programs implemented. A detailed report may be included as an attachment.

Use the following table for reporting school-age children outreach efforts.

There are no schools located in the Town's Jurisdiction.

See Section 7 of the SMCWPPP FY 17-18 Annual Report for a description of school-age children outreach efforts conducted at the countywide level.

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
Provide the following information: Name Grade or level (elementary/ middle/ high)	Brief description, messages, methods of outreach used	Provide number or participants	Provide agency staff feedback. Report any other evaluation methods used (quiz, teacher feedback etc.). Attach evaluation summary if applicable.

Section 9 – Provision C.9 Pesticides Toxicity Controls

**C.9.a. ► Implement IPM Policy or Ordinance**

Is your municipality implementing its IPM Policy/Ordinance and Standard Operating Procedures?  Yes  No

If no, explain:

Report implementation of IPM BMPs by showing trends in quantities and types of pesticides used, and suggest reasons for increases in use of pesticides that threaten water quality, specifically organophosphates, pyrethroids, carbamates fipronil, indoxacarb, diuron, and diamides. A separate report can be attached as evidence of your implementation.

**Trends in Quantities and Types of Pesticide Active Ingredients Used<sup>53</sup>**

Pesticide Category and Specific Pesticide Active Ingredient Used	Amount <sup>54</sup>					
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Organophosphates</b>	0	0	0			
Active Ingredient Chlorpyrifos		NA	NA			
Active Ingredient Diazinon		NA	NA			
Active Ingredient Malathion		NA	NA			
<b>Pyrethroids (see footnote #57 for list of active ingredients)</b>	0	0	0			
Active Ingredient Type X	NA	NA	NA			
Active Ingredient Type Y	NA	NA	NA			
<b>Carbamates</b>	0	0	0			
Active Ingredient Carbaryl		NA	NA			
Active Ingredient Aldicarb		NA	NA			
<b>Fipronil</b>	0					

<sup>53</sup>Includes all municipal structural and landscape pesticide usage by employees and contractors.

<sup>54</sup>Weight or volume of the active ingredient, using same units for the product each year. Please specify units used. The active ingredients in any pesticide are listed on the label. The list of active ingredients that need to be reported in the pyrethroids class includes: metofluthrin, bifenthrin, cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambdacyhalothrin, and permethrin.

<b>Indoxacarb</b>	Reporting not required in FY 15-16	0	0			
<b>Diuron</b>	Reporting not required in FY 15-16	0	0			
<b>Diamides</b>	Reporting not required in FY 15-16	0	0			
<b>Active Ingredient Chlorantraniliprole</b>		NA	NA			
<b>Active Ingredient Cyantraniliprole</b>		NA	NA			
<b>IPM Tactics and Strategies Used:</b>						
The Town of Colma implements the following IPM Tactics and Strategies, in addition to pesticides to limit the use of pesticides:						
<ul style="list-style-type: none"> <li>• Use of non-chemical strategies such as monitoring, mowing weeds, mulching.</li> <li>• Removal of plants that require frequent pesticide applications.</li> <li>• Replacing invasive plants with natives.</li> <li>• Preventive actions such as sealing holes and gaps in structures, improving sanitation.</li> <li>• Use of baits and traps instead of broadcast pesticides.</li> </ul>						

**C.9.b. ► Train Municipal Employees**

Enter the number of employees that applied or used pesticides (including herbicides) within the scope of their duties this reporting year.	3
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within this reporting year.	3
Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within this reporting year.	100%
Type of Training: Local tailgate meetings are held for staff to train on the IPM policy and IPM standard operating procedures. These trainings are	

held annually, prior to applying pesticides.  
 The Town staff also participated SMCWPPP Landscape IPM Training which was held on March 7, 2018. And SMCWPPP IPM Contractor Management Workshop which was held on May 15, 2018.

**C.9.c. ► Require Contractors to Implement IPM**

Did your municipality contract with any pesticide service provider in the reporting year, for either landscaping or structural pest control?	<b>X</b>	<b>Yes</b>		<b>No</b>
If yes, did your municipality evaluate the contractor's list of pesticides and amounts of active ingredients used?	<b>X</b>	<b>Yes</b>		<b>No,</b>
If your municipality contracted with any pesticide service provider, briefly describe how contractor compliance with IPM Policy/Ordinance and SOPs was monitored. The Town of Colma's landscape maintenance contract requires that the contractor comply with sustainable landscape practices and the Town's IPM Policy and Standard Operating Procedures. The Town's structural pest control operator is also required to comply with the Town's IPM Policy. The contractor is also required to attend countywide IPM subcommittee meetings and the annual workshop. Town staff regularly meets with the contractor on a monthly basis and reviews monthly pesticide usage records to verify compliance with the Town's IPM Policy.				

**C.9.d. ► Interface with County Agricultural Commissioners**

Did your municipality communicate with the County Agricultural Commissioner to: (a) get input and assistance on urban pest management practices and use of pesticides or (b) inform them of water quality issues related to pesticides?		Yes	<b>X</b>	No
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<b>If yes, summarize the communication. If no, explain.</b>			
See Section 9 of the SMCWPPP FY 17-18 Annual Report for a summary of communication with the San Mateo County Agricultural Commissioner.			
Did your municipality report any observed or citizen-reported violations of pesticide regulations (e.g., illegal handling and applications of pesticides) associated with stormwater management, particularly the California Department of Pesticide Regulation (DPR) surface water protection regulations for outdoor, nonagricultural use of pyrethroid pesticides by any person performing pest control for hire?	<input type="checkbox"/>	<b>Yes</b>	<input checked="" type="checkbox"/>
If yes, provide a summary of improper pesticide usage reported to the County Agricultural Commissioner and follow-up actions taken to correct any violations. A separate report can be attached as your summary.			

**C.9.e.ii.(1) ► Public Outreach: Point of Purchase**

Provide a summary of public outreach at point of purchase, and any measurable awareness and behavior changes resulting from outreach (here or in a separate report); <b>OR</b> reference a report of a regional effort for public outreach in which your agency participates.
Summary: See Section 9 of the SMCWPPP FY 17-18 Annual Report for a description of point of purchase public outreach efforts conducted at the countywide level and regionally.

**C.9.e.ii.(2) ► Public Outreach: Pest Control Contracting Outreach**

Provide a summary of outreach to residents who use or contract for structural pest control and landscape professionals); <b>AND/OR</b> reference a report of a regional effort for outreach to residents who hire pest control and landscape professionals in which your agency participates.
See the C.9 Pesticides Toxicity Control section of the SMCWPPP FY 17-18 Annual Report for a summary of public outreach to residents who hire pest control and landscape professionals.

**C.9.e.ii.(3) ► Public Outreach: Pest Control Operators**

Provide a summary of public outreach to pest control operators and landscapers and reduced pesticide use (here or in a separate report); <b>AND/OR</b> reference a report of a regional effort for outreach to pest control operators and landscapers in which your agency participates.
Summary:

See Section 9 of the SMCWPPP FY 17-18 Annual Report for a summary of pest control operators and landscapers to reduce pesticide use.

**C.9.f. ► Track and Participate in Relevant Regulatory Processes**

Summarize participation efforts, information submitted, and how regulatory actions were affected; **AND/OR** reference a regional report that summarizes regional participation efforts, information submitted, and how regulatory actions were affected.

Summary: During FY 17-18, we participated in regulatory processes related to pesticides through contributions to the Countywide Program, BASMAA and CASQA. For additional information, see the Regional Report submitted by BASMAA on behalf of all MRP Permittees.

**Section 10 - Provision C.10 Trash Load Reduction**

**C.10.a.i. ► Trash Load Reduction Summary**

For population-based Permittees, provide the overall trash reduction percentage achieved to-date within the jurisdictional area of your municipality that generates problematic trash levels (i.e., Very High, High or Moderate trash generation). Base the reduction percentage on the information presented in C.10.b i-iv and C.10.e.i-ii. Provide a discussion of the calculation used to produce the reduction percentage

<b>Trash Load Reductions</b>	
Percent Trash Reduction in All Trash Management Areas (TMAs) due to <b>Trash Full Capture Systems</b> (as reported C.10.b.i)	73.9%
Percent Trash Reduction in all TMAs due to <b>Control Measures Other than Trash Full Capture Systems</b> (as reported in C.10.b.ii) <sup>55</sup>	8.3%
Percent Trash Reduction due to <b>Jurisdictional-wide Source Control Actions</b> (as reported in C.10.b.iv) <sup>1</sup>	10.0%
<b>SubTotal for Above Actions</b>	<b>92.2%</b>
<b>Trash Offsets (Optional)</b>	
Offset Associated with Additional Creek and Shoreline Cleanups (as reported in C.10.e.i)	0.0%
Offset Associated with Direct Trash Discharges (as reported in C.10.e.ii)	0.0%
<b>Total (Jurisdictional-wide) % Trash Load Reduction in FY 17-18</b>	<b>92.2%</b>

**Discussion of Trash Load Reduction Calculation:**  
 The Town attained and reported 89.6% trash load reduction (including trash offsets) in its FY 16-17 Annual Report. During FY 17-18, the Town continued to implement a robust trash control measure program. This helped the Town maintain and increase its trash load reduction above the mandatory 70% trash load reduction requirement included in the MRP. The total (jurisdiction-wide) percent trash load reduction in FY 17-18 is 92.2%

<sup>55</sup> See Appendix 10-1 for changes between 2009 and FY 16-17 in trash generation by TMA as a result of Full Capture Systems and Other Measures.  
 FY 17-18 AR

(including trash offsets). The most recent version of the Town's Baseline Trash Generation Map can be downloaded at URL:

<http://www.flowstobay.org/content/municipal-trash-generation-maps>

**C.10.a.ii.b ▶ Trash Generation Area Management - Identification of Private Drainages >10,000 ft<sup>2</sup>**

State (Y/N) if your agency completed Permit Provision C.10.a.ii.b. If Yes, attach a map (or other record) or provide a website link to a map (or other record) of the location of lands >10,000 ft<sup>2</sup> (in Very High, High, and Moderate trash generation areas) that are plumbed directly to the Permittee's storm drain systems, including trash control status of these areas. If No, provide explanation of why the provision was not completed and the estimated date when the provision will be completed.

**Did your agency complete Permit Provision C.10.a.ii.b?**

X

Yes

No

NA

**If No, provide explanation and estimated completion date:**

Not Applicable

**Description of the process used to identify applicable areas and their trash control status:**

The Town worked through SMCWPPP to identify the location of land areas >10,000 ft<sup>2</sup> in very high, high, and moderate trash generation areas (as depicted on the Town's baseline trash generation map) that are plumbed directly to the Town's MS4. In summary, applicable land areas were identified using existing data/information and a combination of desktop analyses and field visits. Land areas <10,000 ft<sup>2</sup>, or areas identified as low trash generating on the Town's baseline trash generation maps, or are currently treated by full capture systems were excluded from the analysis. The preliminary trash control status of these land areas were identified by conducting virtual (desktop) on-land visual trash assessments (OVTAs). For a complete description of the methods and process used to identify applicable land areas and their trash control status, please see the SMCWPPP FY 17-18 Annual Report.

For a complete description of the methods and process used to identify applicable land areas and their trash control status, please see the SMCWPPP FY 17-18 Annual Report.

**URL link to Maps:** <http://www.flowstobay.org/content/municipal-trash-generation-maps>

**C.10.a.iii. ► Mandatory Trash Full Capture Systems**

Provide the following:

- 1) Total number and types of full capture systems (publicly and privately-owned) installed prior to FY 17-18, during FY 17-18, and to-date, including inlet-based and large flow-through or end-of-pipe systems, and qualifying low impact development (LID) required by permit provision C.3.
- 2) Total land area (acres) treated by full capture systems for population-based Permittees and total number of systems for non-population based Permittees compared to the total required by the permit.

Type of System	# of Systems	Areas Treated (Acres)
<b>Installed Prior to FY 17-18</b>		
Connector Pipe Screen	35	104.8
<b>Installed in FY 17-18</b>		
NA	NA	NA
<b>Total for all Systems Installed To-date</b>		<b>35</b>
<b>Treatment Acreage Required by Permit (Population-based Permittees)</b>		<b>0</b>
<b>Total # of Systems Required by Permit (Non-population-based Permittees)</b>		<b>NA</b>

**C.10.b.i. ► Trash Reduction - Full Capture Systems**

Provide the following:

- 1) Jurisdiction-wide trash reduction in FY 17-18 attributable to trash full capture systems implemented in each TMA;
- 2) The total number of full capture systems installed to-date in your jurisdiction;
- 3) The percentage of systems in FY 17-18 that exhibited significant plugged/blinded screens or were >50% full when inspected or maintained;
- 4) A narrative summary of any maintenance issues and the corrective actions taken to avoid future full capture system performance issues; and
- 5) A certification that each full capture system is operated and maintained to meet the full capture system requirements in the permit.

TMA	Jurisdiction-wide Reduction (%)	Total # of Full Capture Systems	% of Systems Exhibiting Plugged/Blinded Screens or >50% full in FY 17-18	Summary of Maintenance Issues and Corrective Actions
1	30.2%	35	0%	No systems had maintenance issues within FY 17/18. Regular cleanup and maintenance was performed, but no corrective actions were necessary.
2	38.6%			
3	5.0%			
4	0.0%			
5	0.1%			
6	0.0%			
7	0.0%			
8	0.0%			
9	0.0%			
<b>Total</b>	<b>73.9%</b>			

**Certification Statement:** The Town of Colma certifies that a full capture system maintenance and operation program is currently being implemented to maintain all applicable systems in manner that meets the full capture system requirements included in the Permit.

<b>C.10.b.ii. ► Trash Reduction – Other Trash Management Actions (PART A)</b>	
Provide a summary of trash control actions other than full capture systems or jurisdictional source controls that were implemented within each TMA, including the types of actions, levels and areal extent of implementation, and whether actions are new, including initiation date.	
<b>TMA</b>	<b>Summary of Trash Control Actions Other than Full Capture Systems</b>
<b>5, 6, 7, 8, 9</b>	Enhanced street sweeping
<b>All</b>	On-land Cleanups
<b>All</b>	Storm Drain Inlet cleaning
<b>4</b>	Trash Hot Spot Cleanups

**Summary of Trash Control Measures Other than Full Capture Devices:**

**Street Sweeping:** Include a description of any enhancements or new actions implemented after the MRP 1.0 effective date (i.e., December 2009). Identify portions of the TMA where enhanced street sweeping (i.e., increased sweeping frequency) and parking enforcement above 2009 levels was implemented.

- **On-land Cleanup:** Include a description of on-land cleanup activities that began after the MRP 1.0 effective date (i.e., December 2009) and continued into FY 17-18, including any enhancements or new actions implemented in FY 17-18. Describe if these actions are Permittee or volunteer-led.
- **Partial Capture Devices:** Provide a description of devices installed after the MRP 1.0 effective date (i.e., December 2009). Describe the level of maintenance conducted per device types.
- **Storm Drain Inlet Cleaning:** Describe storm drain inlet maintenance activities implemented after the MRP 1.0 effective date (i.e., December 2009) and continued in FY 17-18, including any enhancements or new maintenance activities implemented in FY 17-18. For new/enhanced actions, include the number of inlets where enhanced maintenance occurred, and the increased frequency of maintenance.
- **Uncovered Loads:** Describe activities designed to reduce trash from uncovered loads that began after the MRP 1.0 effective date (i.e., December 2009) and continued in FY 17-18, including any enhancements or new actions implemented in FY 17-18. Describe the types of actions implemented including new or redirected enforcement efforts to increase the focus towards new or enhanced actions.
- **Anti-littering and illegal dumping enforcement activities:** Describe anti-littering and illegal dumping enforcement activities began after to the MRP 1.0 effective date (i.e., December 2009) and continued in FY 17-18, and any enhancements or new actions implemented in FY 17-18. Include any new or redirected enforcement efforts to increase the focus towards new or enhanced actions. Describe the number of citations or other correction actions accomplished this year, and compare with previous years. Indicate how anti-littering and illegal dumping enforcement records are kept, and how they may be retrieved for audit.
- **Improved Trash Bin/Container Management:** Describe activities designed to improve trash bin/container management that began after the MRP1.0 effective date (i.e., December 2009) and continued in FY 17-18, and any enhancements or new actions implemented in FY 17-18. Include any new or redirected efforts to increase the focus towards these new or enhanced actions.
- **Other Types of Actions:** Describe activities designed after the MRP effective date (i.e., December 2009) and continued in FY 17-18, and any enhancements or new (post December 2009 effective date) actions implemented in FY 17-18.

**C.10.b.ii. ► Trash Reduction – Other Trash Management Actions (PART B)**

Provide the following:

- 1) A summary of the on-land visual assessments in each TMA (or control measure area), including the street miles or acres available for assessment (i.e., those associated with VH, H, or M trash generation areas not treated by full capture systems), the street miles or acres assessed, the % of available street miles or acres assessed, and the average number of assessments conducted per site within the TMA; and
- 2) Percent jurisdictional-wide trash reduction in FY 17-18 attributable to trash management actions other than full capture systems implemented in each TMA; OR
- 3) Indicate that no on-land visual assessments were performed.

TMA ID or (as applicable) Control Measure Area	Total Street Miles <sup>56</sup> or Acres Available for Assessment	Summary of On-land Visual Assessments			Jurisdictional-wide Reduction (%)
		Street Miles or Acres Assessed	% of Applicable Street Miles or Acres Assessed	Ave. # of Assessments Conducted at Each Site	
1	0.10	0.00	0.0%	0.0	0.0%
2	0.00	NA	NA	NA	NA
3	0.35	0.22	63.9%	3.0	4.3%
4	0.31	0.31	100.0%	5.0	2.3%
5	0.16	0.16	100.0%	5.0	0.0%
6	0.19	0.00	0.0%	0.0	0.0%
7	0.52	0.41	78.6%	5.0	1.6%
8	0.11	0.00	0.00%	0.0	0.0%
9	0.07	0.00	0.00%	0.0	0.0%
<b>Total</b>		<b>1.27</b>	<b>-</b>	<b>-</b>	<b>8.3%</b>

<sup>56</sup> Linear feet are defined as the street length and do not include street median curbs.

**C.10.b.iv. ► Trash Reduction – Source Controls**

Provide a description of each jurisdictional-wide trash source control action implemented to-date. For each control action, identify the trash reduction evaluation method(s) used to demonstrate on-going reductions, summarize the results of the evaluation(s), and estimate the associated reduction of trash within your jurisdictional area. Note: There is a maximum of 10% total credit for source controls.

Source Control Action	Summary Description & Dominant Trash Sources and Types Targeted	Evaluation/Enforcement Method(s)	Summary of Evaluation/Enforcement Results To-date	% Reduction
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**C.10.b.iv. ► Trash Reduction – Source Controls**

Provide a description of each jurisdictional-wide trash source control action implemented to-date. For each control action, identify the trash reduction evaluation method(s) used to demonstrate on-going reductions, summarize the results of the evaluation(s), and estimate the associated reduction of trash within your jurisdictional area. Note: There is a maximum of 10% total credit for source controls.

<p>Single-Use Bag Ordinance</p>	<p>The Town of Colma ("Town") adopted a Single-Use Carryout Bag Ban Policy on Jan 9<sup>th</sup> 2013. The ban became effective April 22<sup>nd</sup>, 2013. A copy of the Town's codified policy can be found at: <a href="http://www.colma.ca.gov">www.colma.ca.gov</a> ( Codes &gt; Municipal Code &gt; Chapter 4 &gt; Subchapter 12)</p> <p>Town Staff met with the business owners, provided program information and public hearing notices, provided outreach through the Town's website and the business newsletter "Colma Works".</p> <p>Enforcement of this bag ban is done by the San Mateo County Environmental Health Department (CEH).</p>	<p>On behalf of all SMCWPPP Permittees, the County of San Mateo conducted assessments evaluating the effectiveness of the single use plastic bag ban in municipalities within San Mateo County. Assessments conducted by the County included audits of businesses and surveys of customer bag usage at many businesses in San Mateo County. Additionally, the number of complaints by customers was also tracked by the County. The results of assessments conducted by these cities are assumed to be representative of all SMCWPPP Permittees, given the consistency between the scope, implementation, and enforcement of the ordinances among the municipalities.</p>	<p>Results of assessments conducted by the County on behalf of all municipalities indicate that the ordinance is effective in reducing the number of single use plastic bags in stormwater discharges.</p> <p>The Town developed its % trash reduced estimate using the following assumptions: 1) Single use plastic bags comprise 8% of the trash discharged from stormwater conveyances, based on the BASMAA Regional Trash Generation Study; 2) 95% of single use plastic bags distributed in the Town are affected by the ordinance, based on the County's EIR; and 3) Of the bags affected by the ordinance, there are now 90% less bags being distributed, based on customer complaints received by CEH. This is conservative estimate given that in FY 13-14 CEH only received complaints about 4 of the over 1900 affected businesses.</p>	<p>7%</p>
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<p>Expanded Polystrene Food Service Ware Ordinance</p>	<p>The Town of Colma ("Town") adopted a Polystrene ban policy on March 13<sup>th</sup> 2013. The Policy became effective August 1<sup>st</sup>, 2013. A copy of the Town's codified policy can be found at: <a href="http://www.colma.ca.gov">www.colma.ca.gov</a> (Codes &gt; Municipal Code &gt; Chapter 4 &gt; Subchapter 13)</p> <p>Town staff met with all restaurant owners, provided program information and public hearing notices, provided outreach through the Town's website and the business newsletter "Colma Works".</p> <p>Enforcement of this ban is done by the SM County Environmental Health Department.</p>	<p>Although the Town has adopted and implemented an ordinance prohibiting the distribution of EPS food ware by food vendors, evaluations of the effectiveness of the ordinance have not yet been conducted. For the purpose of estimating trash reductions in the stormwater discharges associated with the ordinance, the results of assessments conducted by the cities of Los Altos and Palo Alto were used to represent the reduction of trash associated with the Town's ordinance. Assessments conducted by these cities were conducted prior to and following the effective date of their ordinances, and include audits of businesses and/or assessments of EPS food ware observed on streets, storm drains and local creeks. The results of assessments conducted by these cities are assumed to be representative of the effectiveness of the Town's ordinance because the implementation (including enforcement) of the Town's ordinance is similar to the City of Los Altos' and Palo Alto's.</p>	<p>Results of assessments that are representative of the Town, but were conducted by the cities of Los Altos and Palo Alto, indicate that Town's ordinance is effective in reducing EPS food ware in stormwater discharges.</p> <p>The Town developed its % trash reduced estimate using the following assumptions:</p> <ol style="list-style-type: none"> <li>1) EPS foodware comprises 6% of the trash discharged from stormwater conveyances, based on the Regional Trash Generation Study conducted by BASMAA;</li> <li>2) 80% of EPS food ware distributed by food vendors or sold via stores in the Town is affected by the implementation of the ordinance; and</li> <li>3) There is now 95% less EPS food ware being distributed, sold and/or observed in the environment, based on assessments conducted by the City of Palo Alto and City of Los Altos.</li> </ol>	<p>5%</p>
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**C.10.b.v ► Trash Reduction – Receiving Water Monitoring**

Report on the progress of developing and testing your agency's trash receiving water monitoring program.

In FY 17-18, the Town began implementing the BASMAA regional Trash Monitoring Program Plan that was approved by the Water Board's Executive Officer. Implementation included preparing for and conducting qualitative assessments and quantitative monitoring in receiving water locations in San Mateo County. Implementation occurred through the Town's participation in the San Mateo Countywide Water Pollution Prevention Program (SMCWPPP). Additional information on accomplishments in FY 17-18 can be found in the Trash Receiving Water Monitoring Progress Report included in the SMCWPPP FY 17-18 Annual Report.

**C.10.c. ► Trash Hot Spot Cleanups**

Provide the FY 17-18 cleanup date and volume of trash removed during each MRP-required Trash Hot Spot cleanup during each fiscal year listed. Indicate whether the site was a new site in FY 17-18.

Trash Hot Spot	New Site in FY 17-18 (Y/N)	FY 17-18 Cleanup Date(s)	Volume of Trash Removed (cubic yards)				
			FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17	FY 2017-18
COL01	N	10/6/2017	0.2	0.1	0.2	0.1	0.1
COL02	N	10/6/2017	0.2	0.1	0.2	0.1	0.1

<b>C.10.d. ► Long-Term Trash Load Reduction Plan</b>	
Provide descriptions of significant revisions made to your Long-term Trash Load Reduction Plan submitted to the Water Board in February 2014. Describe significant changes made to primary or secondary trash management areas (TMA), baseline trash generation maps, control measures, or time schedules identified in your plan. Indicate whether your baseline trash generation map was revised and if so what information was collected to support the revision. If your baseline trash generation map was revised, attach it to your Annual Report.	
<b>Description of Significant Revision</b>	<b>Associated TMA</b>
In FY15-16, consistent with all MRP Permittees, all public K-12 schools, college and university parcels were made non-jurisdictional on the Town's baseline trash generation maps. Under California Government Code Sections 4450 through 4461, the construction, modification, or alternation of facilities and/or structures on these parcels are under the jurisdiction of the California Division of State Architect and not the Town. The public right-of-way (e.g., streets and sidewalks) surrounding these parcels remain as jurisdictional on the Town's baseline trash generation maps.	All Applicable

**C.10.e. ► Trash Reduction Offsets (Optional)**

Provide a summary description of each offset program implemented, the volume of trash removed, and the offset claimed in FY 7-18. Also, for additional creek and shoreline cleanups, describe the number and frequency of cleanups conducted, and the locations and cleanup dates. For direct discharge control programs approved by the Water Board Executive Officer, also describe the results of the assessments conducted in receiving waters to demonstrate the effectiveness of the control program. Include an Appendix that provides the calculations and data used to determine the trash reduction offset.

Offset Program	Summary Description of Actions and Assessment Results	Volume of Trash (CY) Removed/Controlled in FY 17-18	Offset (% Jurisdiction-wide Reduction)
<b>Additional Creek and Shoreline Cleanups</b>  (Max 10% Offset)	NA	NA	NA
<b>Direct Trash Discharge Controls</b>  (Max 15% Offset)	NA	NA	NA

**Appendix 10-1.** Baseline trash generation and areas addressed by full capture systems and other control measures in Fiscal Year 17-18.

TMA	2009 Baseline Trash Generation (Acres)					Trash Generation (Acres) in FY 7-18 After Accounting for Full Capture Systems					Jurisdiction-wide Reduction via <u>Full Capture Systems</u> (%)	Trash Generation (Acres) in FY 17-18 After Accounting for Full Capture Systems <u>and</u> Other Control Measures					Jurisdiction-wide Reduction via <u>Other Control Measures</u> (%)	Jurisdiction-wide Reduction via Full Capture <u>AND</u> Other Control Measures (%)
	L	M	H	VH	Total	L	M	H	VH	Total		L	M	H	VH	Total		
1	0	33	28	0	61	54	7	0	0	61	30.2%	54	7	0	0	61	0.0%	30.2%
2	1	0	40	2	43	43	0	0	0	43	38.6%	43	0	0	0	43	0.0%	38.6%
3	6	2	5	2	16	11	0	4	0	16	5.0%	12	3	0	0	15	4.3%	9.3%
4	1	21	0	0	22	1	21	0	0	22	0.0%	12	10	0	0	22	2.3%	2.3%
5	0	16	0	0	16	1	15	0	0	16	0.1%	2	12	2	0	16	0.0%	0.1%
6	12	8	0	0	20	12	8	0	0	21	0.0%	12	8	0	0	21	0.0%	0.0%
7	0	37	0	0	37	0	37	0	0	37	0.0%	11	25	1	0	37	1.6%	1.6%
8	3	3	0	0	6	3	3	0	0	6	0.0%	3	3	0	0	6	0.0%	0.0%
9	1,001	1	0	0	1,002	1,001	1	0	0	1,002	0.0%	1,001	1	0	0	1,002	0.0%	0.0%
<b>Totals</b>	<b>1,024</b>	<b>121</b>	<b>73</b>	<b>4</b>	<b>1,225</b>	<b>1,126</b>	<b>92</b>	<b>4</b>	<b>0</b>	<b>1,222</b>	<b>73.9%</b>	<b>1,151</b>	<b>69</b>	<b>3</b>	<b>0</b>	<b>1,222</b>	<b>8.3%</b>	<b>82.2%</b>

**Note:** "NA" indicates that the TMA has no moderate, high or very high trash generating areas (i.e., all low trash generation and/or non-jurisdictional) and therefore no additional trash control measures are needed.

**Section 11 - Provision C.11 Mercury Controls**

**C.11.a. ► Implement Control Measures to Achieve Mercury Load Reductions**

**C.11.b. ► Assess Mercury Load Reductions from Stormwater**

See the SMCWPPP FY 2017-18 Annual Report for updated information on:

- Documentation of mercury control measures implemented in our agency's jurisdictional area for which load reductions will be reported and the associated management areas;
- A description of how the BASMAA Interim Accounting Methodology<sup>57</sup> was used to calculate the mercury load reduced by each control measure implemented in our agency's jurisdictional area and the calculation results (i.e., the estimated mercury load reduced by each control measure);
- Supporting data and information necessary to substantiate the load reduction estimates; and
- For Executive Officer approval, any refinements, if necessary, to the measurement and estimation methodologies to assess mercury load reductions in the subsequent permit.

**C.11.c. ► Plan and Implement Green Infrastructure to Reduce Mercury Loads**

See the SMCWPPP FY 2017-18 Annual Report for information on the quantitative relationship between green infrastructure implementation and mercury load reductions, including all data used and a full description of models and model inputs relied on to establish this relationship.

X

Yes

No

**C.11.e. ► Implement a Risk Reduction Program**

A summary of countywide and regional accomplishments for this sub-provision are included in the SMCWPPP FY 2017-18 Annual Report." As an optional addition: Describe any accomplishments by your municipality during FY 2017-18 that contribute to implementation of this sub-provision,

<sup>57</sup>BASMAA 2017. Interim Accounting Methodology for TMDL Loads Reduced, Version 1.0. Prepared for BASMAA by Geosyntec Consultants and EOA, Inc., September 19, 2016.

but only to the extent that these accomplishments are not already described in the SMCWPPP FY 2017-18 Annual Report.

Section 12 - Provision C.12 PCBs Controls

**C.12.a. ► Implement Control Measures to Achieve PCBs Load Reductions**

**C.12.b. ► Assess PCBs Load Reductions from Stormwater**

See the SMCWPPP FY 2017-18 Annual Report for:

- Documentation of PCBs control measures implemented in our agency's jurisdictional area for which load reductions will be reported and the associated management areas;
- A description of how the BASMAA Interim Accounting Methodology<sup>58</sup> was used to calculate the PCBs load reduced by each control measure implemented in our agency's jurisdictional area and the calculation results (i.e., the estimated PCBs load reduced by each control measure);
- Supporting data and information necessary to substantiate the load reduction estimates; and
- For Executive Officer approval, any refinements, if necessary, to the measurement and estimation methodologies to assess PCBs load reductions in the subsequent permit".

**C.12.c ► Plan and Implement Green Infrastructure to Reduce PCBs Loads**

See the SMCWPPP FY 2017-18 Annual Report for information on the quantitative relationship between green infrastructure implementation and PCBs load reductions, including all data used and a full description of models and model inputs relied on to establish this relationship.

**C.12.e ► Evaluate PCBs Presence in Caulks/Sealants Used in Storm Drain or Roadway Infrastructure in Public Rights-of-Way**

<sup>58</sup>BASMAA 2017. Interim Accounting Methodology for TMDL Loads Reduced, Version 1.0. Prepared for BASMAA by Geosyntec Consultants and EOA, Inc., September 19, 2016.

A summary of countywide and regional accomplishments for this sub-provision is included in the SMCWPPP FY 2017-18 Annual Report.

**C.12.f. ► Manage PCB-Containing Materials and Wastes During Building Demolition Activities So That PCBs Do Not Enter Municipal Storm Drains**

A summary of countywide and regional accomplishments for this sub-provision is included in the C.12 PCBs Controls section of the SMCWPPP FY 2017-18 Annual Report.

Does your agency plan to seek exemption from this requirement?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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**C.12.g. ► Fate and Transport Study of PCBs: Urban Runoff Impact on San Francisco Bay Margins**

A summary of Countywide Program and regional accomplishments for this sub-provision are included in the SMCWPPP FY 2017-18 Annual Report.

**C.12.h. ► Implement a Risk Reduction Program**

A summary of Countywide Program and regional accomplishments for this sub-provision are included in the SMCWPPP FY 2017-18 Annual Report.

**Section 13 - Provision C.13 Copper Controls**

**C.13.a.iii.(3) ► Manage Waste Generated from Cleaning and Treating of Copper Architectural Features**

Provide summaries of permitting and enforcement activities to manage waste generated from cleaning and treating of copper architectural features, including copper roofs, during construction and post-construction.

Summary: Town's Engineering and Building Department Staff regularly attends CalBIG meetings for training and updates on the requirements of architectural copper and copper piping. The CalBIG meetings occur monthly, but there is an annual meeting focused on stormwater. During construction, municipal construction stormwater inspectors are responsible for identifying copper architectural features and if appropriate BMPs are implemented. Any issues noted are documented and enforcement actions recorded in the Provision C.6 inspection records. Post-construction municipal illicit discharge inspectors are responsible for responding to, investigating and identifying illegal discharge of wash water from washing copper architectural features. Any enforcement actions or reported discharges are recorded in the Provision C.5 inspection records. The SMCWPPP "Requirements for Architectural Copper" Fact Sheet is made available to the public, construction inspectors and illicit discharge inspectors on the SMCWPPP website ([www.flowstobay.org/files/newdevelopment/flyersfactsheets/ArchitecturalcopperBMPs.pdf](http://www.flowstobay.org/files/newdevelopment/flyersfactsheets/ArchitecturalcopperBMPs.pdf)). Inspectors are made aware of the concerns with copper architectural features at SMCWPPP Training Workshops and internal municipal trainings.

**C.13.b.iii.(3) ► Manage Discharges from Pools, Spas, and Fountains that Contain Copper-Based Chemicals**

Provide summaries of any enforcement activities related to copper-containing discharges from pools, spas, and fountains.

Summary: Lots are small in the Town of Colma, so there generally is not room to construct private pools and spas. In the event a private pool, spa, or fountain is constructed, the Town would require that the discharge water be connected to the sanitary sewer system.

**C.13.c.iii. ► Industrial Sources Copper Reduction Results**

Based upon inspection activities conducted under Provision C.4, highlight copper reduction results achieved among the facilities identified as potential users or sources of copper, facilities inspected, and BMPs addressed.

Summary: In Town of Colma, no facilities inspected under Provision C.4 were identified as potential users of copper.

Section 15 -Provision C.15 Exempted and Conditionally Exempted Discharges

**C.15.b.vi.(2) ► Irrigation Water, Landscape Irrigation, and Lawn or Garden Watering**

Provide implementation summaries of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. Generally, the categories are:

- Promote conservation programs
- Promote outreach for less toxic pest control and landscape management
- Promote use of drought tolerant and native vegetation
- Promote outreach messages to encourage appropriate watering/irrigation practices
- Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.

Summary:

On January 20, 2016, the Town hosted a luncheon for cemetery operators to introduce the San Mateo County Resource Conservation District, which provides water efficiency audits and water conservation information.

The Town installed a drought tolerant landscape demonstration project in 2015 to encourage residents to utilize drought friendly landscaping and promote water conservation. The Town also stopped watering lawn areas and medians and posted informational signage to raise awareness about the California drought. Currently, the Town has both a Water Conservation Incentive and Water Efficient Program. The Water Conservation Incentive involves an incentive reduction on annual sewer charges for using the same or less water as the previous years. The Town continues to provide outreach and information on water conservation and other sustainable practices through the "Colma Green" webpage and newsletter. Currently, the Town offers rebates of up to \$500 to residents who purchase water saving appliances and drought tolerant plants, and promotes Calwater's free water conservation kits.

The Town's Water Efficient Landscaping Ordinance requires efficient watering and irrigation practices for new development projects. Within the Open Space and Conservation Elements of the Town's General Plan, there are policies that address conservation and sustainable development principles. Some of the sections that address these include: Section 5.04.311 – Low Water Use Fixtures (Sustainability), Section 5.04.313 – Groundwater recharge, Section 5.04.312 – Drought tolerant plants, Section 5.04.316 – Implementation of BMP's for new construction, Section 5.04.321 – Watershed protection of Colma Creek, Section 5.04.322 – Watershed enhancement, Section 5.04.341 – flooding, Section 5.04.381 and 382 – Habitat protection.

See Section C.7 of SMCWPPP's FY 17-18 Annual Report for a description of outreach conducted to promote water conservation programs, such as promoting rain barrel use. See Section C.9.e.ii of SMCWPPP's FY 17-18 Annual Report for a description of SMCWPPP's activities related to point-of-purchase outreach which promotes less toxic pest control and landscape management. Information on water conservation, less-toxic pest control and appropriate watering/irrigation practices is also posted on SMCWPPP's website

([www.flowstobay.org](http://www.flowstobay.org)).